United Nations ST/IC/2000/61

Secretariat

29 August 2000

Information circular*

To: Members of the staff at Headquarters

From: The Assistant Secretary-General for Central Support Services

Subject: **Arrangements for admission to the premises at United Nations Headquarters during the Millennium Summit, 6-8 September 2000**

1. The present circular describes arrangements that will be in effect at Headquarters for admission to the premises during the Millennium Summit. This year, it will become necessary for the authorities of the host Government to close the section of First Avenue in front of the United Nations to vehicular traffic from Sunday, 3 September, to Friday, 8 September 2000. Staff members will be required to present their grounds passes at checkpoints established at the north-west corner of 42nd Street and First Avenue and the south-east corner of 48th Street and First Avenue.

Closure of the garage

2. For security reasons, the garage will be closed for parking from 4 p.m. on Sunday, 3 September 2000, and will reopen for authorized vehicles at 6 a.m. on Monday, 4 September 2000. All vehicles must be removed not later than 4 p.m. on Sunday, 3 September, until the reopening of the garage. Remaining vehicles will be towed and stored at the owner's expense.

Alternative parking while the garage is closed

3. To accommodate staff who will not have access to the United Nations garage after 4 p.m. on Sunday, 3 September, parking has been allocated to properly identified vehicles along both sides of First Avenue, from 51st to 56th Streets, from 4 p.m. on Sunday, 3 September, to 6 a.m. on Monday, 4 September 2000. A special parking decal obtained from the Garage Administration, which will be honoured by the authorities of the host Government, should be displayed on the dashboard of the vehicle.

* Expiration date of the present information circular: 8 September 2000.

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Parking off the premises during the Millennium Summit and during the general debate

4. Extended arrangements have been made with the authorities of the host Government to permit members of delegations, staff and affiliates to park their vehicles along both sides of First Avenue, from 51st to 56th Streets. Staff should be aware that commercial vehicles will continue to park in that area. Please note that this parking arrangement is authorized only for vehicles with valid United Nations parking permits during the period from 4 p.m. on Sunday, 3 September, to the close of business on Friday, 8 September 2000.

Vehicle security checks

5. All vehicles entering the garage are subject to search. Significant delays can be expected. Staff members are encouraged to use public transportation for the period from Sunday, 3 September, to Friday, 8 September 2000.

Closure of First Avenue

6. The authorities of the host Government have informed the Secretariat that they will close the section of First Avenue in front of the United Nations to vehicular traffic from approximately 4 p.m. on Sunday, 3 September, to Friday, 8 September 2000 for security reasons. Therefore, staff and affiliates are strongly urged to arrive by 7.30 a.m. on 6 to 8 September 2000. Staff members and affiliates, upon presentation of their grounds passes, may cross First Avenue at either 42nd or 49th Streets. The crossing point at 46th Street will be particularly congested, and it is designated exclusively for delegations.

7. The street crossing points at 42nd and 46th Streets will be closed at various times throughout the day because of the arrival and departure of motorcades. Therefore, during intermittent closings of First Avenue, the only entry point to the premises will be through the 49th Street crossing and the checkpoint at 48th Street.

8. Staff members and affiliates who encounter difficulty in gaining access should seek assistance from United Nations security personnel assigned to the crossing points. Further assistance can be obtained at the Pass and Identification Office, located at 45th Street and First Avenue.

9. The Secretariat Circle will be closed to vehicular traffic, except for escorted motorcades. The garage entrance at 48th Street will be open 24 hours commencing at 6 a.m. on Monday, 4 September, until the close of business on Friday, 8 September. The garage exit at 42nd Street will be accessible between 8 a.m. and 7 p.m. from Tuesday, 5 September, until the close of business on Friday, 8 September. Authorized vehicles will be allowed to proceed east along 46th Street to First Avenue and 48th Street to the garage.

Alternative access route

10. An alternative route has been established for authorized vehicles from Monday, 4 September, at 6 a.m., until the close of business on Friday, 8 September. Vehicular traffic will be able to approach Headquarters southbound on the FDR Drive. There may be periods when the FDR Drive will be closed in both directions.

Access through the Delegates' Entrance and closure of the building

11. In order to enhance security during the period of the Millennium Summit, the gate at 45th Street and First Avenue and the Delegates' Entrance will be reserved for the use of members of delegations. Staff members and affiliates are requested to use other access points.

12. The United Nations will be closed to the public from 1 p.m. Monday, 28 August. From Tuesday, 5 September, to Friday, 8 September, staff members are requested to schedule any appointments with visitors and guests at locations away from the Headquarters site during the Millennium Summit. Guided tours will resume on Saturday, 23 September 2000.

13. Unless it is essential to conduct official business, staff members who work in United Nations facilities located outside the General Assembly, Conference and Secretariat Buildings are advised to refrain from crossing First Avenue to enter the United Nations premises from 6 to 8 September. During the Millennium Summit, individuals holding the following types of passes will not be given access to the General Assembly, Conference and Secretariat buildings: non-governmental organizations, retiree, temporary, courtesy and recreational club. Outside messengers, guests and holders of library identification cards also will not be admitted. All appointments and meetings during this period should be scheduled bearing this in mind. As access to the premises will not be granted to family members, staff should make all necessary arrangements in advance in this regard.

14. Access arrangements for members of non-governmental organizations during the period of the general debate are discussed in a separate circular (ST/IC/2000/59).

Access for interns

15. Interns with valid United Nations grounds passes will be admitted via the visitors' entrance at 46th Street and First Avenue, where they will be required to pass through a magnetometer.

Access to restricted areas

16. The second floor of both the General Assembly and Conference Buildings, the bilateral meeting areas in the lobby of the General Assembly Building and the adjacent areas of Conference Rooms 4, 5, 6, 7 and 8 (garden level) are reserved for members of delegations and staff conducting official business in the area and bearing secondary passes issued for the duration of the Summit, in accordance with established procedures.

17. The North Lounge and the South Lounge areas on the second floor of the Conference Building will not be available to staff members during the Millennium Summit. After Friday, 8 September, the North Lounge will be open to staff members with secondary passes, and the South Lounge will be open to staff members when the Security Council is not in session.

18. To the extent that space is available, staff members will be accorded access to the gallery seating areas of the General Assembly Hall upon presentation of their United Nations grounds passes and secondary passes. On certain days, however, special arrangements may be in effect.

19. During the period of the Millennium Summit, the Trusteeship Council will be available to delegates, aides-de-camp, interpreters, security personnel and others with secondary passes. The only exception to this access will occur on Wednesday, 6 September, from 11.30 a.m. to 3 p.m., when the chamber will be used for the Millennium Summit group photo.

Dining room, other catering facilities and commercial operations

20. It is anticipated that a very large number of security, support and other staff accompanying heads of State and Government will be on the premises and using the catering facilities at the United Nations, and to the extent possible the facilities will be expanded to accommodate them. In addition, during this period, the hours of operation for some catering facilities normally used by staff will change. The hours of operation of the various catering facilities from 6 to 8 September will be as follows:

Cafeteria (Secretariat Building, first floor)

Wednesday (6 September)	7 a.m.-8.30 p.m.
Thursday-Friday (7-8 September)	8 a.m.-8.30 p.m.

UNCA Club (Secretariat Building, third floor)

Wednesday-Friday (6-8 September)	10 a.m.-4 p.m.

Staff Cafe (Conference Building, fourth floor)

Wednesday-Friday (6-8 September)	12 noon-2.30 p.m.

UNDC-1 Cafeteria, third floor

Wednesday-Friday (6-8 September)	8.30 a.m.-6 p.m.

21. Cafe Austria will be open to staff members until noon on Wednesday, 6 September, and will reopen at 1.30 p.m. on Friday, 8 September.

22. The Delegates' Dining Room will be open Wednesday to Friday, 6 to 8 September, from 11.30 a.m. to 2.30 p.m. Priority will be given to reservations from delegations.

23. The present circular should be read in conjunction with information circular ST/IC/2000/59, dated 22 August 2000, which provides information on arrangements for admission to the Headquarters premises, as well as parking, catering facilities and commercial operations during the fifty-fifth session of the General Assembly.

Annex

Millennium Summit of the United Nations, 6-8 September 2000: street checkpoints and pedestrian access

STREET CHECK POINT	ACCESS FOR	ENTRY GATE	BUILDING ENTRANCE	DURATION	RESTRICTIONS
42ND STREET WEST OF FIRST AVE	DELEGATES, STAFF & RES. CORRES.	42ND STREET GATE	LIBRARY TUNNEL	0630 – UNTIL CONCLUSION OF THE MEETINGS ON EACH DAY	MUST HAVE UN ID MAY CLOSE FOR MOTORCADE MOVEMENT
46TH STREET WEST OF FIRST AVE	HEADS OF STATE, GOVERNMENT & DELEGATION	45TH STREET DELEGATES GATE	DELEGATES ENT.	0700 – UNTIL CONCLUSION OF THE MEETINGS ON EACH DAY	MUST HAVE UN ID MAY CLOSE FOR MOTORCADE DEPARTURE
	DELEGATES	46TH STREET VISITORS GATE	VISITORS ENTRANCE CANADIAN DOORS		
48TH STREET SOUTHWEST OF 48TH & FIRST AVE CROSS FIRST AVE AT 49TH STREET AND PROCEED SOUTH TO 48TH STREET	DELEGATES	46TH STREET VISITORS GATE OR GARAGE ENTRANCE	VISITORS ENTRANCE CANADIAN DOORS	0700 – UNTIL CONCLUSION OF THE MEETINGS ON EACH DAY	MUST HAVE A VALID UN ID
	STAFF	46TH STREET VISITORS GATE OR GARAGE ENTRANCE	VISITORS ENTRANCE CANADIAN DOORS		
	MEDIA	48TH STREET PLAYGROUND GATE	CONFERENCE BUILDING FIRST BASEMENT NORTH GLASS DOORS	0600 – UNTIL CONCLUSION OF THE MEETINGS ON EACH DAY	

VEHICULAR ACCESS

ENTRY POINTS	ACCESS FOR	DURATION	RESTRICTIONS
43RD STREET VEHICULAR GATE	HEADS OF STATE HEADS OF GOVERNMENT HEADS OF DELEGATION & HIGH RISK MOTORCADE	24 HOURS	ESCORTED MOTORCADES ONLY ALL PASSENGERS MUST HAVE VALID UN ID + SPECIAL PASS
48TH STREET GARAGE ENTRANCE	ANY VEHICLES WITH VALID UN PARKING PERMIT AND PRE-AUTHORIZED DELIVERY VEHICLES	24 HOURS, EFFECTIVE 4 PM SUNDAY 3 SEPTEMBER UNTIL 6 PM FRIDAY 8 SEPTEMBER	ALL MUST HAVE VALID UN ID DELIVERY TRUCKS RESTRICTED TO 0400- 0600 HOURS
42ND STREET GARAGE EXIT	EXIT ONLY	OPEN 8 AM TO 7 PM FROM TUESDAY 5 SEPTEMBER TO FRIDAY 8 SEPTEMBER	

46TH STREET WILL BE THE ROUTE FOR UNESCORTED VEHICLES. MUST HAVE VALID UN VEHICLE PERMIT + UN ID IN ORDER TO ENTER THE RESTRICTED AREA EVERYONE MUST GO THROUGH THE SECURITY SCREENING POINT

Unescorted Route
UN CONFERENCE BLDG
UN SECRETARIAT BLDG
UN LIBRARY
UN GENERAL ASSEMBLY BLDG
DELEGATES ENTRANCE
46 St Entrance
UN 48th ST GARAGE ENTRANCE OFF FDR SOUTH BOUND
U N NORTH LAWN
Checkpoint
Crossing North of Checkpoints
MITCHELL PL.
1st AVE.
2nd AVE.
TUDOR CIT
42nd ST.
43rd ST.
44th ST.
45th ST.
46th ST.
47th ST.
48th ST.
49th ST.